

**Alaska Department of Fish and Game Statewide
Freshwater Guided Sport Fishing Logbook Reporting
Program, 2013**

by

Dora Sigurdsson

March 2013

Alaska Department of Fish and Game

Divisions of Sport Fish and Commercial Fisheries



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REGIONAL OPERATIONAL PLAN SF.4A.2013.03

**ALASKA DEPARTMENT OF FISH AND GAME STATEWIDE
FRESHWATER GUIDED SPORT FISHING LOGBOOK REPORTING
PROGRAM, 2013**

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Dora Sigurdsson

Alaska Department of Fish and Game, Sport Fish RTS, Anchorage

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Division of Sport Fish RTS

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SIGNATURE/TITLE PAGE

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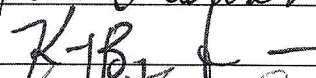


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INTRODUCTION

The Alaska sport fishing guide industry has experienced steady expansion and growth in recent years causing concern among users, the industry, and resource management agencies. As a result, the Alaska Department of Fish and Game (ADF&G) Division of Sport Fish initiated a program that would provide information on the number of sport fishing guides and their operations in Alaska via a freshwater logbook. The Division of Sport Fish – Research and Technical Services (RTS), has operated a program to collect information on sportfishing participation and harvest by freshwater charter vessel clients and crew in a freshwater logbook since 2005. The daily recording of information by freshwater sport fish charter businesses and their guides is required by state regulation AS 16.40.280. On May 11, 2004, the Alaska Legislature adopted a bill (HB 452) that included the establishment and requirement for all freshwater guide operators to maintain logbooks. Although saltwater operators have had this requirement since 1998, it became effective in 2005 for freshwater operators. With this additional reporting requirement for freshwater operators, ADF&G will be better able to effectively and efficiently manage Alaska's freshwater fish resources for sustained yield and ensure that the guiding industry is fairly regulated through compliance with licensing and reporting requirements.

Freshwater logbook reporting information will also be used by the Board of Fish (BOF) to adopt regulations based on accurate information on guiding activities. Accurate logbook information will serve as a valuable tool in any consideration for a moratorium, limited entry, or quota share program.

Two additional operational plans, one titled, *Alaska Department of Fish and Game statewide sport fishing guide and business licensing and vessel registration program* and another titled, *Alaska Department of Fish and Game statewide saltwater guided sport fishing logbook reporting program* will detail the sport fishing guide and business licensing process along with the vessel registration process and the saltwater guided industry. These operational plans will detail how this program will track the number of business operations and sport fishing guides along with how many vessels are operating by area in the state in saltwater.

ADF&G needs to annually request that the Department of Law implement and adopt a regulation that requires all freshwater charter vessels to maintain a logbook. The effective date for the 2013 logbook regulations will be January, 2013.

OBJECTIVES

The following information will be collected via the freshwater logbook.

1. For all active businesses, the following information will be collected for each day fished:
 - the number of resident and nonresident clients, non-paying anglers, and crew fishing;
 - number of trips;
 - sites fished.

2. For each angler, collect the following information:
 - king salmon¹ kept and released
 - coho salmon kept and released;
 - sockeye salmon kept and released;
 - cutthroat, rainbow, steelhead and lake trout kept and released;
 - Dolly Varden kept and released;
 - Arctic grayling kept and released;
 - northern pike kept and released;
 - sheefish kept and released; and
 - all other species kept only.

SECONDARY OBJECTIVES

1. Verify the data collected through logbooks by comparing it to:
 - a. Estimates generated from the Statewide Harvest Survey SHWS (annual level) for freshwater.
 - b. Data collected by the freshwater Situk River creel (trip level).
2. Outreach
 - a. On-site: conducted by staff in the field to provide courtesy logbook inspections and answer questions. Not intended for evaluating accuracy.
 - b. Off-site: conducted by administrative staff in the Anchorage office with emphasis on education.
3. Enforcement
 - a. On-site: conducted by Alaska Wildlife Enforcement officers in the field.
 - b. Off-site: conducted by the project biologist in conjunction with Wildlife Enforcement officers specifically for violations pertaining to logbook submission schedules.

STUDY DESIGN

FRESHWATER LOGBOOKS

Logbook reporting is mandatory and governed by regulation. As such, reporting is considered a census of freshwater charter trips.

The 2013 freshwater logbooks will consist of one logbook check out sheet to show the business to which the logbook was issued, a vessel registration page, 50 data sheets, and a set of instructions for filling out the logbook (Appendix A). Area freshwater site maps with the site codes of statewide fishing areas are also provided with each logbook. Regional statistical maps are issued according to where the business intends to conduct fishing.

Three thousand two hundred (3,200) freshwater logbooks will be printed in Anchorage for the 2013 season. Two thousand and twenty (2,020) will be delivered to the Anchorage Fish and

¹ The standard common name for Chinook salmon is referenced as king salmon throughout this operational plan, and is used in the logbook sheets as well, due to the more frequently used common name of king salmon used by participants in the charter fisheries. Similarly, the standard name for Pacific halibut is shortened to halibut throughout this operational plan.

Game office, and the remaining logbooks will be distributed to ADF&G offices in Southeast, Homer, Soldotna, Kodiak, Dillingham, King Salmon, Fairbanks, Glennallen, Delta Junction, and Cordova; the Kenai River Center in Soldotna. There are currently no ADF&G offices in Seward and Valdez, local tackle shop employees and Alaska Wildlife Troopers (AWT) have volunteered to issue logbooks and have been trained by RTS staff. Most logbooks will be issued over the counter at the ADF&G area offices along with applicable site code listings, and annual 2013 vessel tags to indicate that a particular charter vessel is currently registered with ADF&G (see Licensing and Vessel Registration Operational Plan). Logbooks will also be mailed to remote guide business locations on request.

Staff will issue logbooks to 2013 licensed sport fishing businesses or their agents only. Before issuing a logbook, staff will confirm that the sport fishing business is licensed for the 2013 year by checking the Intranet business database, inspecting the actual license, or by licensing the business simultaneously to issuing a logbook at the office.

Data sheets corresponding to all guided fishing activities that occurred between January 1 through April 7 are due to ADF&G by April 15, 2013, activity after April 7, 2013 must be postmarked or returned to ADF&G according to a weekly schedule as printed on the inside cover of the logbook (Appendix B). January 15, 2014 is the last day in which 2013 data can be submitted and entered into the database and be applied towards a business's record. Business owners are responsible for ensuring that all trip records are submitted to ADF&G. There are several ways that logbook submission can occur, direct mail-in, submit records in person to a local ADF&G office, or utilize the ADF&G drop boxes available in front of select ADF&G offices.

Area staff will attempt to retrieve all data pages inserted into the drop boxes on a daily basis, except on weekends and holidays. If several days lapse between drop box checks, it is assumed that the operator inserted their logbook data pages on the first day of the lapse.

A duplicate non-carbon copy accompanies each data sheet. Data is written on the original form, which is sent to the ADF&G, the duplicate form stays in the logbook.

LOGBOOK OUTREACH

The outreach program is not designed to evaluate data accuracy, but rather as an effort to reach as many operators as possible to field questions and to ensure compliance with the reporting requirements. The outreach program can be conducted on-site (in the field) by ADF&G employees in the field or off-site by RTS employees.

On-Site

Seasonal technicians and management staff will offer to conduct "courtesy" logbook inspections to make sure that logbooks are filled out correctly and answer any questions about how they should be filled out. These checks are not intended for evaluating the accuracy of data but rather as another opportunity to encourage compliance and completeness and as an indicator of how important logbook data is to ADF&G. These inspections will be conducted as time allows by ADF&G creel technicians during their regular checks during the primary fisheries from May through September. As the technician reviews logbooks in the field, they will make note of recurring questions or problems related to logbook design, incomplete or vague instructions, or situations that are not covered by the logbook instructions. These comments will be sent to the

logbook project leader to consider when reviewing the logbook design in preparation for the next year. In those instances where the creel technician doesn't know the answers, questions are forwarded to the project leader to respond directly to the guide operator.

Off-Site

As it is the goal of the outreach program to ensure compliance with all reporting requirements, the emphasis is on education early in the season. Off-site outreach is conducted by RTS staff in the Anchorage office. As logbook data sheets are received by RTS, RTS staffs review the data for completion and legibility prior to data entry. In the event that some of the logbook data sheets require a call to the operator or guide for clarification, staff will conduct outreach services simultaneously to verifying logbook entries. These phone calls serve as an outreach opportunity in which ADF&G is able to inform guides and businesses on how to fill out the logbooks accurately and answer any questions that the guide or business may have about the program. Phone calls to operators are not only intended to improve data quality but to reinforce the message to the guide industry that logbook data is important and is consistently being reviewed. Outreach phone calls will occur daily from May through August except for weekends and holidays. Daily calls early in the season are intended to alleviate repeat errors in reporting which will result in fewer calls being necessary in August and September. A log is maintained by each staff member conducting the calls. Phone logs will record the date of the call, operator name, and the nature of the problem. The most common problems and questions will be documented and provided to the logbook project leader.

LOGBOOK ENFORCEMENT

State Troopers

An agreement between the Division of Sport Fish and the Department of Public Safety, Division of Alaska Wildlife Troopers (AWT) provides information of violations directly to the AWT. This action facilitates and encourages enforcement activities related to logbook compliance. Clear and strict recording requirements and improved communications through the division's outreach program, enforcement personnel and statewide meetings with charter groups resulted in increased enforcement success.

AWT have prioritized the enforcement of complete and timely logbook reporting and submission on a statewide level. Most logbook offenses are considered bailable, and can be paid with a fine, but for flagrant cases the Troopers may write a court summons. The owner of the operation and the guide are allowed to continue operation after being cited. In the case of serious offenses that result in charges where a guide or business license is revoked, the project coordinator is notified by the judicial system to be made aware of these incidences. License revocations can vary in duration depending on the violation, but are flagged for future reference in the ADF&G database in the event that a guide or business attempts to get licensed while their right to provide services remains revoked.

The logbook project coordinator will become aware of violations of late submissions and over harvest during the course of conducting weekly edits; the project coordinator forwards all violations to the local AWT officer located in the same region in which the violation occurred. As part of their regular enforcement duties, AWT conduct regular logbook checks as part of their enforcement priorities. Unless a citation results in a revocation of the license, ADF&G does not

need to be informed. AWT post citations (but not convictions) on their web site at <http://www.dps.state.ak.us/PIO/dispatch/>.

In April/May 2013, area management biologists (AMB) submit their annual enforcement priorities for their region. Each AMB will typically request that logbook enforcement be a priority. As a result of this request, AWT has established logbook enforcement as high priority during May through September.

ADF&G Staff On-site

Additional enforcement in the field will be conducted on a periodic basis, at a minimum, by ADF&G enforcement-qualified staff. Regional offices will specify the staff to be involved and the desired level of activity on an annual basis.

Staff will contact guide operators at boat ramps, launch sites or camp sites during or after offloading of fish or clients. Guide operators are only required to present a logbook for inspection if they are at the location where the logbook is required to be filled out. For example, if staff were counting fish at a launch site where fish remain in the vessel, the logbook would have to be completed prior to offloading the fish, however, the logbook would not be required to be on board the vessel. A logbook could remain in the vehicle intended to haul the vessel out of the water, as long as it is completed prior to offloading fish.

ADF&G staff will document each charter boat contact. A standard form is not required as this information will not be used to check the accuracy of logbook data. Procedures for handling violations should be discussed with the local trooper before engaging in enforcement activity. Generally it is preferable for deputized ADF&G staff to document violations and turn the information over to troopers than to write the citation themselves. Under this approach, ADF&G staff will collect as much detailed information on suspected violations by documenting date, time, operator/owner or guide name, vessel name, nature of violation, actions or interactions taken and details on potential witnesses or clients. This information will be forwarded to a local trooper for further action. ADF&G staff will avail themselves if further information is required.

Off-Site

RTS will determine which businesses are sending in logbook data sheets after the required deadline. RTS will be following a procedure to track and submit late logbook submissions to local AWT officers. Logbooks submitted two weeks and one day after the week of activity will be considered “late” and therefore in violation. A one week “grace” period is provided beyond the due date schedule printed inside the front cover of the logbook (e.g. for the week of activity from May 2nd to May 8th, the printed due date is May 16th, the extended due date would be May 23rd). Any logbook submission after the grace period will be forwarded to the enforcement officer nearest the area of activity. RTS will enter the data prior to forwarding them to AWT.

RTS programming staff will continue to track the businesses that chronically submit late logbooks. RTS will differentiate between those operators chronically late by one or two weeks vs. those that wait until post season to return an entire season’s worth of logbook data. Those operators who are chronically late by a week or two will get a warning phone call prior to informing AWT. Due to the delay in data entry between time of receipt to time of data entry, phone calls to operators may not be in a timely manner, but still within the fishing season to reinforce the message of timely submission. Those that submit a season’s worth of data at the end of the year will be immediately forwarded to AWT along with all the appropriate

information necessary to pursue a conviction. RTS has and will continue to work closely with AWT.

The Division of Sport Fish recognizes that there may be situations where some businesses, due to their remote location or nature of their operation, will not be able to comply with the weekly reporting requirements. In these instances, RTS will accommodate an alternate and mutually agreed upon reporting schedule without penalty. A business in this situation is directed to contact the logbook program coordinator and explain their situation and the schedule that will work for them. The business name, owner name, logbook numbers and reason why submissions will be late will be noted in order to prevent any enforcement action towards these businesses for late logbook submissions.

VERIFICATION

Freshwater logbook data will be compared to information collected from the Situk River Creel Survey and the Statewide Harvest Survey (SWHS). A summary of Situk River Creel data from for 2013 will be provided upon completion from the area biologist in the spring of 2014. This will allow the comparison of data captured above and below the weir between the creel survey and freshwater logbook (Marston 2012; Appendix C). The standard SWHS collects guided effort and harvest for all targeted species in freshwater areas of Cook Inlet, Kenai and Kasilof Rivers. The estimated total catch and harvest by species and area from the SWHS will be compared to the logbook data summarized at the same level.

DATA COLLECTION

FRESHWATER LOGBOOK

The following information will be recorded on the 2013 logbook data sheet:

- ADF&G guide license number,
- date that fishing took place,
- name of river, stream, or lake fished,
- site code associated with the site fished
- number of pages used per trip specify the type of any “Other” species harvested
- crew, client, and “comped” angler’s 2013 ADF&G sport fishing license number, client residency,
- effort (by individual client or crew) for salmon, trout, and all other,
- breakdown by fish species kept and released.

Unique guide information is collected on each data page which includes the ADF&G guide license number of the guide that led that trip. The logbook number is tied to the business for which the guide works.

DATA REDUCTION

LOGBOOK RECEIPT

Logbook data sheets that are returned directly to area offices or placed in drop boxes will be date stamped with the date received by each office.

ADF&G offices located near southeast marine harbors in Juneau, Sitka, Petersburg, Ketchikan and Haines will provide clearly marked and secure drop boxes for logbook data sheets for both saltwater and freshwater. Drop boxes in Southcentral will be located in Soldotna and Kodiak. Each area office with a drop box will schedule regular drop box checks, with greater frequency desirable during July and August.

Returned logbook data pages that are mailed to RTS, will be checked to confirm that the logbook number in the upper right corner is intact and legible. If it is missing, the logbook number will be determined from other logsheets in the same envelope. If no reference to a business license is available, and no other logsheets are in the envelope, the logsheet will be flagged with a yellow post-it note and the original envelope will be attached for later review by the project staff.

A logbook “receipt” will be available to any business owner or guide that personally hands in any data sheets; and requests “proof” of submission. Area offices will design their own version of a receipt that will detail the date received, logbook number, page number, and initials of ADF&G recipient.

LOGBOOK DATA HANDLING AND ENTRY

Data entry of the logbook data (catch, harvest, effort and location) will be completed by RTS data processing personnel (Appendix D). Data entry instructions will be updated annually and included in the current year Operational Plan and posted to the following Intranet collection:

<http://docushare.sf.adfg.state.ak.us/dsweb/View/Collection-5600>

The returned logbook sheets will be visually reviewed by project staff prior to data entry, as follows:

- Beginning with the upper left column on a logsheet, the GUIDE LICENSE number must be provided on every logsheet. BUSINESS owner information is filled in automatically when the Logbook number is entered. There is no option to change or delete it. If the GUIDE LICENSE number is blank, the electronic scans from the same Logbook can be consulted to try to determine the number. If no determination can be made a follow-up phone call to the business will be needed.
- Continuing down the left column of the logsheet, the DATE FISHED fields must be filled in. If there is fishing activity indicated, and the DATE FISHED fields are blank, a follow-up call will be necessary to get this information. If follow-up contact cannot be made, the DATE FISHED may be possible to determine from other pages received from the same logbook. The electronic scans of the pages will need to be consulted to make this determination.
- It is important that a valid site name or site number is provided on every logpage. If an abbreviation is used, the coder will refer to the master sites list and cross reference it with

the site code for verification. If the entry is illegible, coder may refer to other pages submitted for the same logbook to ascertain the possible correct site name or site code. If both the site name and site code fields are blank or otherwise indeterminable, a call will need to be made to the operator to determine the correct value. If a site name occurs that doesn't already exist, the data page is set aside for later review. During the post season review, a check on the frequency of response to this same site is determined before a decision is made to place this site on the master site list.

- Continuing down the left column of the logsheet, PAGE NO. ____ OF ____ should not be left blank. If a trip included 6 or less anglers, the page number should be PAGE NO. 1 OF 1. If more than 6 anglers were on a trip, additional pages will be required to complete the trip information. If either part of the page number field is blank, the coder should research the preceding and following pages of the logbook in question, checking the DATE FISHED field for a guide as to how to complete the page numbers fields. If the PAGE NO. fields are blank, and two or more consecutive pages have the same DATE FISHED: the PAGE NO. field should be as follows: 'Page 1 of 2' and 'Page 2 of 2', etc. An exception to this rule is when each page contains less than 6 anglers, in that case it could be multiple trips by the operator on the same day. Thus, not only does the date fished field need to be looked at, but also the client and/or angler information.
- Moving over to the right side of the logsheet, the first visual check should be a visual check of the residency ('R' or 'N') for Resident or Nonresident, a value that is circled for every angler on the trip.
- The next visual check should be that SPORT FISHING LICENSE numbers begin with a valid character. In 2013, valid first characters will be '2'(for 2013), 'D', 'T', or 'Z'. If a license number begins with a 'D', 'T' or 'Z', it must be 6 characters in length. If the number begins with a '0', it must be seven characters in length. If it begins with any other character, the coder should flag the logsheet for further review.
- In 2013, if an angler was under 16 years of age, the value in the SPORT FISHING LICENSE field will be YA1, or YA2 etc. for youth anglers who are not required to have a sport fishing license

If the SPORT FISH LICENSE field is blank but harvest or release of any species is indicated anywhere across the line, the coder should flag the logsheet for further review. A follow-up call may be required to ascertain the information.

- Moving over to the right side of the logsheet, the next review should be a visual check of the crew or comped (nonpaying angler) status of the angler, a value that is circled for every angler who is also a crew member or employee of the business or if the angler did not provide compensation.

Once data page scanning is completed, the original completed forms will be returned to "banker's" boxes for short-term storage. These pages will be held in storage pending any requests from ADF&G staff or recycled after the final report is published.

RTS staff will scan and verify data as recorded on the logbook forms or as corrected based on follow-up phone calls that were made (see Logbook Outreach); edits or modifications to data will only be made at that point where follow-up calls have clarified data or logic dictates.

Notations on changes and why changes were made will be made directly on the logbook page that will be scanned.

LOGBOOK COMPUTER BASED EDITING

While some errors will be detected in the data coding phase, the majority of problems will be dealt with via computer-based editing programs. Year, vessel, business and guide information will be entered into the FLOGBOOKS table of the GUIDEDATA (Appendix E). Logbook page information about anglers' effort, fishing locations and dates will be entered into the FLOGTRIPS table of the same database. Angler information and harvest/catch information is entered in the FANGLERHARVEST table. Computer-based editing, including the following, will be completed on these tables:

- A Bag Limit table will be created in the database and will be updated on an annual basis. This table will contain information about the species and their bag limits for fishing locations statewide. The table will be used to compare the reported harvest with the legal limit allowed. If the reported harvest consistently exceeds the legal limit, the record will be flagged and the project staff will follow-up with the guide to determine the validity of the reported harvest. No edits or changes to the kept or released numbers will occur unless a call to the operator indicates that an error was made during the time the trip was recorded in the field by the guide.
- Programming code will be written that will allow the determination of those values in all the species' released fields that are 'outliers', or that stand out from the norm. These outlier values will be investigated by project staff for possible data entry errors. If there is no data entry error, the guide will be contacted to confirm the reported released (RELE) values.
- Site name/code consistency
 - Site names and codes duplicate those used by Statewide Harvest Survey protocols as SWHS areas. The site list contains all freshwaters statewide that have been reported in the SWHS by survey recipients. Sites are assigned an alpha character corresponding to a designated area of the state (areas A through Z), followed by a unique 5-digit number specific to a site. The first designation is an alpha character designating the survey area (eg. Ketchikan (A), Prince of Wales Island (B), Knik Arm Drainage (K), North Gulf Coast/Prince William Sound (J), etc. An unknown site number is set aside for review and frequency of occurrence or assigned a number within the same watershed. The master list of sites is identical to the sites list referenced for the SWHS.
 - Further designation is assigned based on general region of the state (SC= Southcentral, SE = Southeast, AYK = Arctic-Yukon-Kuskokwim)
 - The freshwater site code list is reviewed and updated on an annual basis. Area managers are contacted to review and comment on the current site code list. If the manager requests the addition/deletion or modification of a site for management purposes, the request is reviewed and usually accommodated.

- Guide license numbers are reviewed to make sure that they are valid licenses for the year in question. To identify the problem, the sl_licnum field in the SLOGTRIPS table is compared to the gu_licnum field in the GUIDES table, if the sl_licnum field matched a gu_licnum record for the current year it is not evaluated any further. If the sl_licnum record does not match a gu_licnum record for the current year it was considered to be in error and further evaluated

Reports generated from this database will include:

- Summaries of vessel, guide and business information, and
- Summaries by area and sites.

A weekly printout of records flagged as exceeding legal bag limits will be reviewed to compare the area and/or site specific sport fish harvest regulations for the year. Each flagged record will be double checked. If some records have been flagged for harvests that actually fall within the site's bag limits, the records will be noted for further review.

Regional Sport Fish Division regulations and emergency orders will be reviewed to determine if over harvest has occurred. In some cases the guide/operator probably recorded their harvest using the wrong site code or site name or the wrong species column. In other cases the guide/operator probably misidentified their harvest. Some harvests are too unusual to be changed, and will be flagged in the database as unusable. If there are two or more possibilities for what the correct response should be, and none of the possibilities seem more likely, then the record will also be flagged. The edit programs will be updated to reflect the area biologist's recommendations.

The “editing” programs will produce listings that identify all changes made, record by record. This information will be maintained in electronic form. Editing programs include comments/annotations that explain the nature of the code, identify changes made from previous years, and identify areas that need to be addressed. When all editing has been completed, an electronic file summary of all the editing that has occurred will be maintained to document revisions.

A report will be generated from the logbook database that summarizes the program history, business and guide licensing information, vessel statistics, and summary statistics for harvest and participation data by area and fishing site for 2013. The summary statistics for harvest will be reviewed and edited by hand to correct as much of the data as possible and to check for errors in the computer editing programs. All editing will be documented.

An Outlier Detection process occurs during the editing process, before a “final” data set is used for report generation. A report of harvest by site and species will be produced. An email containing instructions on where to access the preliminary summary report on the divisional docushare site will be sent to the regional supervisors and area biologists. The biologists will be asked to identify any problems with the data. Changes or corrections recommended by area biologists will be incorporated into the database(s) as appropriate. All recommendations made by area biologists will be documented and filed.

Many tables will be generated from the database for use in the final published report (Sigurdsson and Powers 2009, 2010). The tables generated from the database may require minor alteration and modifications to make them of publishable quality. Several programs, as well as word processing, will be involved. Several miscellaneous tables not included in the published report will also be available upon request.

DATA ANALYSIS

LOGBOOK

Since the logbook program is considered a census of freshwater charter trips and their characteristics, then the data analysis procedures to achieve the objectives simply involve summing the reported characteristics according to the summary level of interest.

VERIFICATION

Annual Level

Following the methods described in Clark (*in prep*), comparisons will be made between the total catch and harvest by species and area reported in the logbooks and estimates from the SWHS summarized at the same level. The SWHS collects guided effort and harvest from Cook Inlet saltwater areas for all targeted species.

Trip Level

Data collected from the 2013 freshwater logbook will be compared with the 2013 Situk River Chinook salmon creel survey; *Situk River Chinook Salmon Creel Survey, 1 June to 31 July 2013* (Appendix C). Kenai and Kasilof River creel surveys do not collect enough specific logbook information that identifies the guide, vessel number, or logbook number that would allow a day by day comparison.

SCHEDULES, BUDGET AND PERSONNEL

The schedule for each of the tasks associated with the 2013 sport fishing Freshwater logbook reporting are identified below:

November - December 2012	Develop and finalize the 2013 freshwater logbooks. Regional changes were incorporated and the final draft of the 2013 logbook was prepared and distributed to Regional Management Coordinators in Southeast and Southcentral. Bids were obtained and the contract awarded for printing and distribution of year 2013 logbooks.
October – December 2012	Prepare printing contracts and deliver electronic logbook and license templates to printer.
February 2013	Logbooks are delivered to regional and area ADF&G offices.
April 2013	Logbook data entry screens and scanning software are available.
May - August 2013	Daily follow-up phone calls are conducted to operators and guides who have missing, erroneous or illegible information on their logbooks.
January 15, 2014	Final cut off for the receipt of 2013 logbook data sheets.
March 30, 2014	2013 logbook data entry will be completed.
April - May 2014	Preliminary 2013 data available for review by AMBs. Logbook verification and comparison study conducted.
May – June 2014	Comments from AMB reviews are due back to RTS
August – September 2014	Final “publishable” data will become available upon request.
October-November 2014	Final results will be published in a divisional report.

The divisional Intranet site will provide an interface for project staff to view draft summaries of logbook data:

<http://docushare.sf.adfg.state.ak.us/dsweb/View/Collection-6040>

BUDGET SUMMARY

Code	Line Item	Cost
100	Personnel Services	\$256.4
200	Travel	\$ 10.0
300	Contractual	\$64.7
400	Commodities	\$ 7.0
500	Equipment	\$ 0.0
TOTAL		\$338.1

Budget Manager: Dora Sigurdsson, Fishery Biologist

PROJECT PERSONNEL

Name	Job Class	Months budgeted
Dora Sigurdsson	Fishery Biologist IV	0.0
Bob Powers	Research Analyst III	2.0
Kathy Kush	Program Technician	12.0
Cindy Palmatier	Office Assistant II	11.0
Raili Kedzior	Office Assistant II	7.0
Diane Novinska	Office Assistant II	7.0
Andrea Hamby	Office Assistant I	6.0
Southeast staff		
Southcentral staff		
AYK staff		

REFERENCES CITED

- Clark, Robert A. *In prep.* An evaluation of guide/charter harvest from the Alaska sport fishing guide/business logbook. Alaska Department of Fish and Game, Special Publication, Anchorage.
- Marston, Brian. 2012. Operational Plan for the Situk River Chinook salmon creel survey period covered: 1 June to 31 July 2012. Alaska Department of Fish and Game, Operational Plan project F-10-27 & 28.
- Sigurdsson, D. and B. Powers. 2009. Participation, effort, and harvest in the sport fish business/guide licensing and logbook programs, 2006–2008. Alaska Department of Fish and Game, Special Publication No. 09-11, Anchorage.
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- Sigurdsson, D. and B. Powers. 2012. Participation, effort, and harvest in the sport fish business/guide licensing and logbook programs, 2011. Alaska Department of Fish and Game, Fishery Data Series No. 12-27. Anchorage.
- Sigurdsson, D. and B. Powers. *In prep.* Participation, effort, and harvest in the sport fish business/guide licensing and logbook programs, 2012. Alaska Department of Fish and Game, Fishery Data Series. Anchorage.

RESPONSIBILITIES

The following provides more detail on the specific assignments of each person working on the logbook and registration projects, their title, job classification, and total combined months for all tasks.

Dora Sigurdsson, Fishery Biologist IV

Duties: Coordinates all aspects of the guide and business registration and logbook project, budget manager, develops form design, and writes the operational plan and final report. Works with Regional Management Coordinators to define project objectives, coordinates provision of information requests.

Pat Hansen, Biometrician III

Duties: Project biometrician, provides input on data collection, reviews and approves operational plan, assists with evaluation of resultant information and any comparisons with freshwater creel surveys that may be available.

Bob Powers, Research Analyst III

Duties: Research analyst in charge of data cleanup and updates. Develops programs and runs retrievals for logbook requests, runs computer editing programs, reviews and edits master files and assists in generating estimates. Conducts analyses and comparisons of logbook information with information from other on-site and off-site statewide programs. Develops a statewide database of corrected and accurate logbook data.

Kirk Brogdon, Analyst Programmer V

Duties: Lead analyst/programmer for the licensing and logbooks projects. Designs systems for data capture and data summaries.

Kathy Kush, Program Technician

Duties: Provides clerical data processing and data entry service for business and guide licensing forms and logbook sign-out forms. Conducts the printing bid process, coordinates printing and distribution.

Diane Novinska, Raili Kedzior, Andrea Hamby, Cindy Palmatier, Office Assistants

Duties: Provide clerical data processing, scanning, and data entry services for logbooks forms and logbook sign-out forms for saltwater and freshwater logbooks. Review logbook data for clarity and errors. Conduct daily follow-up with guides and charter businesses during data review and editing as part of the processing step to final completion.

Southeast staff (under direction of Bob Chadwick and Mike Jaenicke)

Duties: Collect regional logbook sheets, record Chinook data needed inseason, contact businesses to clarify errors in logbook sheets, register guides and sport fishing businesses, distribute logbooks, and coordinate with RTS on any issues needing clarity. Conduct on-site outreach at selected freshwater ports.

Southcentral staff under direction of Tom Vania, Matt Miller, Scott Meyer and Donn Tracy

Duties: Register guides and sport fishing businesses, distribute logbooks, coordinate with RTS on any issues needing clarity. Conduct on-site outreach at selected freshwater ports. .

Arctic-Yukon-Kuskokwim region III staff under direction of Don Roach and Tom Taube

Duties: Register guides and sport fishing businesses, distribute logbooks, coordinate with RTS on any issues needing clarity. Conduct on-site outreach at selected freshwater ports.

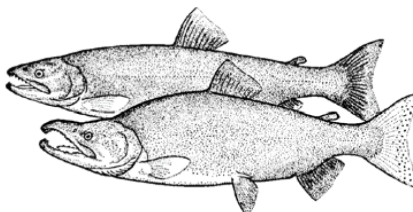
APPENDIX A.
2013 FRESHWATER LOGBOOK

2013 Freshwater Sport Fish Guide Logbook and Vessel Registration

LOGBOOK NO.

BUSINESS NAME

ADF&G BUSINESS OWNER'S LICENSE NO.



*Please follow the instructions carefully
as they have changed.*



**State of Alaska Department of Fish & Game
Division of Sport Fish**

LOGBOOK INSPECTION

*Upon request from any representative
of the Department or any peace officer of the state,
a person is required to present this Alaska Department
of Fish and Game Freshwater Sport Fishing
Guide Logbook for inspection.*

-continued-

Appendix A1.-Example of 2013 freshwater charter logbook.

LOGBOOK NO. _____

2013 FRESHWATER SPORT FISH

Logbook Sign-Out

SPORT FISH BUSINESS INFORMATION

Must have a current ADF&G Business License Number

NAME OF PERSON TO WHOM THIS LOGBOOK WAS ISSUED _____

SPORT FISHING BUSINESS NAME _____

ADF&G LICENSE NUMBER OF BUSINESS (NOT A "GUIDE ONLY" LICENSE) _____

CONTACT PHONE NUMBER _____



Do you plan to use a vessel while providing sport fishing guided services in freshwater?

No ☐ Yes ☐ (If yes, list vessels on pg. iii)

INSTRUCTIONS TO ADF&G REPRESENTATIVE

Please forward the white copy of this form to:

**Sport Fish Research & Technical Services
333 Raspberry Rd., Anchorage, AK 99518**

ADF&G area offices **will** keep the pink copy on file.

Do **NOT** issue a logbook unless the applicant has the following:

- 2013 ADF&G Business License;
- Current AK Boat Number issued by DMV **OR** current U.S.C.G. Vessel Documentation number, if applicable.

None of the required information can be "pending." This form must be complete and accurate to the best of your knowledge.

Incomplete forms will be returned to you for follow-up and completion, resulting in a processing delay.

DID YOU PROVIDE A SITE CODE LIST ?

ADF&G REPRESENTATIVE (PRINT) _____

AREA OFFICE _____

DATE OF ISSUE _____

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2013 FRESHWATER SPORT FISH GUIDE

Logbook Instructions

VESSEL REGISTRATION

The following applies to all **powered and non-powered** vessels being used to conduct sport fishing guided activities:

- Must be currently licensed with the Alaska Division of Motor Vehicles (DMV) and hold a current AK Registration number or hold a current U.S.Coast Guard (U.S.C.G.) Vessel Documentation number.
- Must be registered with the Alaska Department of Fish and Game (ADF&G) and display an ADF&G vessel decal with the current year tag.
- Vessels borrowed or purchased in-season must adhere to the above criteria and display ADF&G sport fish guide vessel decals.

Upon registration, each vessel is issued two charter vessel decals and current year tabs.

See page iii for instructions on vessels that are added midseason.

VESSEL DECALS/YEAR TABS

One set of ADF&G decals will be issued per registered vessel. Decals must be displayed and visible on each side of the vessel. Decals do not have to be applied directly to the hull of the vessel. Decals can be adhered to wood, fiberglass or plexiglas® which in turn is secured to each side of the vessel. Decals can be transferred from one vessel to another, as long as the receiving vessel has a current AK registration number from DMV **or** a U.S.C.G. documentation number and has been registered with ADF&G. Decals are designed to withstand several years of use. Annual tabs will be issued as vessels are registered. Annual year tabs are to be adhered directly to the decal in the designated area.

RESPONSIBILITY OF OWNER & GUIDE

It is the responsibility of the **guide** to ensure that daily trip activity is accurately recorded as described on page v - vii.

It is the responsibility of the **business owner** (owner of the sport fish owner/operators license) to ensure that all data for fishing activities from January 1, 2013 through December 31, 2013 is submitted to ADF&G according to the schedule on the inside the front cover.

WHAT A GUIDE MUST HAVE IN POSSESSION WHILE GUIDING

While engaged in providing sport fish guide services, a sport fishing **guide** shall have the following readily available for inspection upon request of a representative of the Department or a peace officer of the state:

- Valid ADF&G sport fishing guide license;
- Copy of the current ADF&G sport fishing operator's (business owner) license of the guide's employer;
- Valid Alaska sport fishing license, tags, stamps or permits that are required to engage in the sport fishery for which guide services are being provided;
- Identification card issued to the sport fishing guide by a state or federal agency that bears a photo of the sport fishing guide (e.g. driver's license);
- Other agencies may have additional requirements (e.g. U.S.C.G.). It is the guides responsibility to determine what those requirements are.

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2013 FRESHWATER SPORT FISH GUIDE

Logbook Instructions

WHEN TO COMPLETE A LOGBOOK

Client Information: The sport fish license number must be recorded for all paying clients, “comped” anglers, and crew that fished during any part of the trip. A “**comped**” angler is an angler who is **not paying** for this trip; it can include family, friends or other acquaintances.

The logbook must be completed at the end of each day of fishing or at the end of each trip within a day as described below through the last trip of the season.

The guide that leads the trip is required to complete this logbook per the schedule described below.

VESSEL USED

Returning to a lodge, camp, dock or mooring location:

Complete the logbook before offloading any fish from the vessel. If no fish were kept, complete the logbook before offloading any clients.

Returning to a boat ramp, launching site, or other client drop off location:

Complete the logbook before the vessel or guide departs the launching/landing site **AND** before offloading any fish from the vessel.

If no fish were kept, complete the logbook before the guide departs the launch/landing site.

NO VESSEL USED

Aircraft, highway vehicles, walk-in, ATVs, etc.

Complete the logbook before the guide leaves the fishing site. Fishing site is defined as the location where the fishing activity took place. Refer to the list of unique freshwater site codes provided with the logbook.

MULTIPLE TRIPS PER DAY

Each trip of multiple trips in a day should be logged on a separate logbook sheet. Complete the logbook at the end of each trip, as described above.

MULTIPLE DAY TRIPS

Complete the logbook at day’s end for each day of the trip. Use a separate logbook data sheet for each day of that trip.

MULTIPLE SITES FISHED

If multiple sites were fished on the same day, write down each site fished prior to leaving that fishing site per the instructions above. Each site would have the same date and would require a new logbook page. This includes those river systems containing multiple and unique site code numbers.

RETURN THE LOGBOOK REPORTS WEEKLY

Fishing activity that occurs prior to April 7, 2013 is due to ADF&G by April 15, 2013; all activity, thereafter, must be received by ADF&G offices **EVERY WEEK** as detailed in the schedule provided on the inside of the front cover of this book.

For fishing activity that occurs in the early winter of 2014, please call the local ADF&G office for logbook instructions if the 2014 logbooks are not yet available.

All 2013 logbook data must be received by January 15, 2014.

PINK COPIES ARE TO REMAIN IN THE LOGBOOK.

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2013 FRESHWATER SPORT FISH GUIDE

Logbook Instructions

LOGBOOK ASSIGNMENTS/TRANSFERS

Logbooks are issued to individual licensed businesses. Due to the variety of ways that freshwater businesses conduct operations, the number of logbooks issued to a unique business will vary.

The business owner or their representative must determine how many logbooks that business will be required to have in order to comply with the recording requirements outlined in the instructions. For example, an operation that conducts business from a lodge with 6 guides may need more logbooks than a single owner/operator with one vessel that is trailered.

A logbook is assigned by ADF&G to the business; the business owner can distribute individual logbooks to a vessel or to a guide. It is up to the discretion of the business owner to distribute logbooks to employed guides in any manner that facilitates the timely recording of trip information as described previously in the instructions.

Remember: it is the responsibility of the **guide** to complete daily trip activity in the logbook. It is the responsibility of the **business owner** to ensure that all data is submitted to ADF&G in a timely manner.

2013 FRESHWATER SPORT FISH GUIDE

How to Fill Out the Logbook

ADF&G Sport Fish Guide License Number - The current guide license number issued by ADF&G to the guide for a specific year. Only one guide license number should appear on each logsheet page.

Date Fished - The date for each trip taken. If multiple trips to multiple different fishing sites were taken on the same day, that date and unique trip information would appear on as many data sheets as there were unique trips. Although the date would be the same, client information and trip specifics may differ. If there were more than six clients, continue on a separate logsheet with the trip information and individual angler license information carried over to the next page.

River/Stream/Lake (Specify) - The name of the site where fishing activity occurred.

Site Code - Refer to the site code list provided with the logbook for the site code associated with the river, stream or lake where fishing activity occurred. Write the site code down as it appears on this list. If no site code exists for your fishing site, use the code for Other Streams or Other Lakes.

Page Number - On each logsheet, record the page no. if multiple pages were necessary to fit in all the client information. Note the total no. of pages used for that trip.

Other Species Write-In - On the line denoted with an *, write in the name of the “other” species kept or released. Use the last blank column on the right to record this “other” species of fish as long as it does not already have an existing column. If more than one “other” species is kept or released, use an existing column, cross out the existing species of fish not present at this fishing site and write in the name of that second species.

Once a species has been written in, that column becomes dedicated to that species for the remainder of that logsheet.

Examples of Other Species: pink (or humpy) salmon, chum (or dog) salmon, burbot, and whitefish.

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2013 FRESHWATER SPORT FISH GUIDE

How to Fill Out the Logbook (cont'd)

Residency - In the columns to the left of each sport fish license number, **circle**:

- **R** for **Resident** or **N** for **Nonresident**.

Sport Fish License Number - Record the current Alaska Sport Fishing License number, resident PID (permanent license number) or DAV (disabled AK veteran license number) of **each client, comped angler, and crew that fished**. A “**comped**” angler is an angler who is **not paying** for this charter; it can include family, friends or other acquaintances.

Record anglers under 16 years of age as “**Youth angler 1 (YA1)**, **Youth angler 2 (YA2)**” etc., uniquely identifying them as 1, 2 or 3 for as many as fished on each trip.

Record the license numbers of those clients that **actively** fished during any part of the trip regardless of whether they caught anything. Use one line per angler, recording the license number and all activity on that line.

Crew Status and “Comped” Anglers should be noted to the right of each angler sport fish license number, if applicable, **circle**:

- **X** if angler is “**Comped**” (nonpaying) or
- **C** if angler is **Crew member**

RECORDING SALMON AND OTHER SPECIES

Fish Kept & Released - Record the total number of fish kept (**K**) in the white row and released (**R**) in the gray row by each angler during that trip. Each angler’s license number has a dedicated line assigned on each logbook sheet. If the same angler goes on more than one trip on the same day, that angler’s license number will appear on as many logsheets as were used.

PROXY FISHING INSTRUCTIONS

If a paying client is also proxy fishing for a beneficiary, that client **must** have the fishing license of the person for whom he/she is fishing. Write down the license number of the recipient of the fish (beneficiary), followed by a (**P**) to indicate proxy, e.g. **10123456-P**.

Use two lines on the logbook data sheet, one for the angler’s license number and one for the beneficiary’s license number. Indicate (**R**) for Resident in the adjacent column; beneficiaries and those fishing for them **must** be residents of Alaska.

For permanent licenses (residents only), write down the entire license number, including the preceding alpha character, which can be a **P, D, T or Z**, i.e. **Z50148-P**.

CONTACT INFORMATION

For questions or to register a vessel, please contact:

- Division of Sport Fish, Guide Licensing and Logbook Program in Anchorage, Alaska at (907) 267-2369 or (907) 267-2390.



Alaska Department of Fish & Game

2013 Freshwater Sport Fish Trip Logbook

RETURN TO: 333 RASPBERRY ROAD, ANCHORAGE, AK 99518-1665 • QUESTIONS: (907) 267-2369

LOGBOOK NO. _____

TRIP INFORMATION		Angler Residency <small>Circle One</small>		Sport Fish License Number of each Client, Nonpaying angler, and Crew THAT FISHED AND Record all those anglers under 16 as "Youth Angler" (YA1, YA2etc.)		<small>Circle One if applicable</small>		SALMON			TROUT			OTHER							
		Resident	Non-Resident	Client	Crew	KEPT	RELEASED	KING	COHO	SOCKEYE	CUTTHROAT	RAINBOW	STEELHEAD	LAKE TROUT	DOLLY VESPER/ ARCTIC CHAR	ARCTIC C CHAR	ARCTIC C T L C	GRAYLING	NORTHERN PIKE	SKEEFISH	*
2013 ADF&G GUIDE LICENSE #: _____		R	N			X	C	K					KEPT								
DATE FISHED: _____, 2013 <small>(Month) (Day)</small>		R	N			X	C	K					RELEASED								
RIVER / STREAM / LAKE (SPECIFY) _____		R	N			X	C	K					KEPT								
SITE CODE <small>(REFER TO SITE CODE LIST)</small> _____		R	N			X	C	K					RELEASED								
PAGE NO. _____ OF _____		R	N			X	C	K					KEPT								
TOTAL NO. OF PAGES FOR THIS TRIP ↑		R	N			X	C	K					RELEASED								
* WRITE IN OTHER SPECIES HERE _____		R	N			X	C	K					KEPT								
								R					RELEASED								

CERTIFICATION: I certify that the information provided herein is accurate and true. Falsification or omission of information on this form is punishable under AS 11.56.210(a) and 5 AAC 75.076.

X GUIDE SIGNATURE

CONTINUE ON NEXT PAGE IF MORE THAN 8 ANGLERS. CHECK IF TRIP INFORMATION IS CONTINUED ON NEXT PAGE: ☐

APPENDIX B.
LOGBOOK DATA PAGE RETURN SCHEDULE

Monday to Sunday Activity During the week of:	<u>Postmarked or Received</u> by ADF&G (Mondays):
January 1 – April 7	April 15
April 8 – April 14	April 22
April 15 – April 21	April 29
April 22 – April 28	May 6
April 29 – May 5	May 13
May 6 – May 12	May 20
May 13 – May 19	May 28
May 20 – May 26	June 3
May 27 – June 2	June 10
June 3 – June 9	June 17
June 10 – June 16	June 24
June 17 – June 23	July 1
June 24 – June 30	July 8
July 1 – July 7	July 15
July 8 – July 14	July 22
July 15 – July 21	July 29
July 22 – July 28	August 5
July 29 – August 4	August 12
August 5 – August 11	August 19
August 12 – August 18	August 26
August 19 – August 25	September 3
August 26 – September 1	September 9
September 2 – September 8	September 16
September 9 – September 15	September 23
September 16 – September 22	September 30
September 23 – September 29	October 7
September 30 – October 6	October 14
October 7 – October 13	October 21
October 14 – October 20	October 28
October 21 – October 27	November 4
October 28 – November 3	November 12
November 4 – November 10	November 18
November 11 – November 17	November 25
November 18 – November 24	December 2
November 25 – December 1	December 9
December 2 – December 8	December 16
December 9 – December 15	December 23
December 16 – December 22	December 30
December 23 – December 29	January 6, 2014
December 30 – December 31	January 13, 2014

Appendix B1.–Logbook data page return schedule.

APPENDIX C.
SITUK RIVER CHINOOK SALMON CREEL AND
LOGBOOK COMPARISON

Situk River Creel

The Situk River Chinook salmon annual creel survey covers a two month period from June 1 through July. Creel survey technicians are located above and below the Situk River weir located 2.5 km upriver from saltwater at three primary exit locations for sport anglers. A thirteen hour schedule from 10:00am to 11:00pm is designed to capture primary fishing times. An attempt is made to interview all individuals exiting the fishery for effort, catch, and harvest information. Historically, every angler leaving the fishery has been interviewed or counted. All individuals seen leaving the fishery who are not interviewed are still counted. Creel technicians interview and record the number of anglers who have completed their fishing trips by the area of the river fished. Specific trip information is collected from each angler including, trip date, number of Chinook kept, number of Chinook released, whether the trip was guided or not guided, if guided, the guide's logbook number is captured.

Freshwater logbook

Guided angling on the Situk River requires the submission of daily trip logbook pages detailing the trip information. Comparisons are dependent on accurate completion of the trip information and submission to ADF&G.

Annual creel data is provided by the project biologist. The RTS analyst reviews the data to determine which records are comparable based on logbook number and trip date. Creel data records with invalid logbook numbers, or where multiple pages were provided with the same trip date were removed from the comparison. Final comparisons were conducted with just those records that were comparable. Interview data collected information on if fishing occurred above or below the Situk R. weir, the logbook instructions provided unique codes to the operator to use depending on whether fishing took place above or below the weir or a general code for the Situk R. without specifying location. Records indicate that guides did not always specify the reach of the river fished so it was decided to make the comparison between creel data and logbook data based on all fishing that took place on a specific date without distinguishing between above or below the weir.

Results (2011 comparison data)

Angler comparison – in 2011, the number of guided anglers counted in the field by creel technicians compared to the number of clients indicated in the logbook as written in by the guide had a 74% agreement.

- In 24% of the time, the number of anglers counted differed by one.
- In 2% of the time, the number of anglers counted differed by two or more.

Harvest comparison – in 2011, the number of Chinook salmon kept, as counted in the field by creel technicians compared to the number of Chinook salmon kept as recorded in the logbook had a 93% agreement.

- In 7% of occurrences, the number of Chinook salmon kept differed.

APPENDIX D.
LOGBOOK DATA ENTRY APPLICATION

The Freshwater Logbook Data Entry application is a web based database-driven application where by the user chooses what they wish to do by following a series of links. Below describes a brief overview of how to maneuver through the application to perform basic Data Entry.

Select Guides Licensing/Logbooks:

Site Index...

Welcome to the Division of Sport Fish Intranet. For details on a particular section, you may select a below.

<u>THE INTRANET</u> <ul style="list-style-type: none">● Intranet Support Contact List● Navigational Guidelines● Site Map● Site News● SF Sites Usage Statistics● Lake Data Administrative pages <u>INFORMATION</u> <ul style="list-style-type: none">● Strategic Planning● Divisional Reports● Emergency Orders/News Releases● Fish Stocking Update● Regulations● Sonar/Weir Counts <u>ADMINISTRATIVE</u> <ul style="list-style-type: none">● Change Your Password	<u>DATABASES</u> <ul style="list-style-type: none">● Guides Licensing/Logbooks● Permits - Pers. Use and Chitina● PID/DAV Lookup● Proxy Fishing Information Forms● Sport Fishing Guides● State Personnel Database● Statewide Harvest Survey Estimates● FDD Maps Cartographer's Entry Screen● FDD Maps Draft Review site <u>RESOURCES</u> <ul style="list-style-type: none">● Administration and Personnel● Collaborative Project Area● General Docushare● Publications and Document Library
--	---

This Intranet home page has been accessed 112,280 times since September 19, 2000.

Select Enter or Edit Data:

Sportfishing Guide/Business Registration & Logbooks Index...

- ▶ [Enter or Edit Data](#)
- ▶ [Reports for Departmental Use Only](#)
- ▶ [Statistics and Related Internet Links](#)

This intranet page has been accessed 102,375 times since September 25, 2000.

[Site Index](#) • [The Intranet](#) • [Information](#) • [Databases](#) • [Resources](#) • [On-line Help](#) • [Feedback](#) • [Back](#)

Webmaster: Derek Hedstrom (Derek_Hedstrom@fishgame.state.ak.us)
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This site is designed for use with Netscape 4.0 and Microsoft Internet Explorer 4.0 and above.

Select Charter Logbooks

Sportfishing Guide/Business Registration & Logbooks Index...

[Enter or Edit Data](#)

- ▶ [SF Guide and Business Licensing](#)
- ▶ [SF Guide and Business Registrations \(Pre 2005\)](#)
- ▶ [Charter Logbooks](#)
- ▶ [Saltwater Charter Logbooks \(Pre 2005\)](#)
- ▶ [Department Representative Maintenance](#)

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Select Logbooks – Freshwater and Freshwater:

Sportfishing Guide/Business Licenses & Logbooks Index...

[Enter or Edit Data](#)

Charter Logbooks

- ▶ [Logbooks - Saltwater and Freshwater](#)
- ▶ [Pre 2005 Saltwater Checkout Page Entry/Editing](#)
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Select appropriate year from drop down box then click ‘Continue’:

Logbook Data year Selection

Please Select Year . . .

Select Year

Select: 2007

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2007 Guide Logbook Data

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Trips Entry, Edit and Lookup

Select Logbook Data Sheets:

Please select from the following options . . .

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[Logbook Data Sheets](#)

[Logbooks Main Menu](#) | [Saltwater](#) | [Freshwater](#) | [Change Data Year](#)

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Enter information into any of the fields displayed:

The Logtrip data can be searched on any single or combination of the fields listed below. If you do not get the results you are looking for, try a more generalized search. You may also choose how you would like the data sorted by selecting the radio button to the right of your choice.

Logbook Number:	<input type="text"/>	<input type="radio"/>	Choose field by which to sort results.
Logbook Page:	<input type="text"/>	<input type="radio"/>	
Log Trip Date:	<input type="text"/>	<input checked="" type="radio"/>	
Vessel AK Number:	<input type="text"/>	<input type="radio"/>	
Vessel Name:	<input type="text" value="Blue"/>	<input type="radio"/>	
Guide License Number:	<input type="text"/>	<input type="radio"/>	
Port/Site:	<input type="text"/>	<input type="radio"/>	
Primary Salmon Area:	<input type="text"/>	<input type="radio"/>	
Primary Bottomfish Area:	<input type="text"/>	<input type="radio"/>	
Keypunch Date:	<input type="text"/>	<input type="radio"/>	

[Logbooks Main Menu](#) | [Saltwater](#) | [Freshwater](#) | [Change Data Year](#)

Select from list of results that match criteria entered:

(Your search resulted in more than 50 records. Only 50 records will be shown at a time. Click on a page number if you would like to skip to that section of your search.)
 Records: [1-50](#) [51-100](#) [101-150](#) [151-200](#) [201-250](#) [251-300](#) [301-350](#) [351-400](#) [401-436](#)

Your Selection Returned 436 Records.
 Click on any part of the row to continue . . .
 You may try another [search](#) if this information isn't correct.

Logbook Number	Logbook Page	Trip Date	Vessel AK Number	Vessel Name	Guide License Number	Port Site	Salmon Stat Area	Bottomfish Stat Area	Date Keyed
<input type="radio"/> 1	1	06/21/2006	AE	STELLAR BLUE	75	SITKA	113311		06/21/2006
<input type="radio"/> 8	24	09/24/2006	AE	BLUE	75	SITKA	113312	113210	09/24/2006

All trip information is displayed – the scanned image can also be viewed by selecting the ‘Display Image’ button:

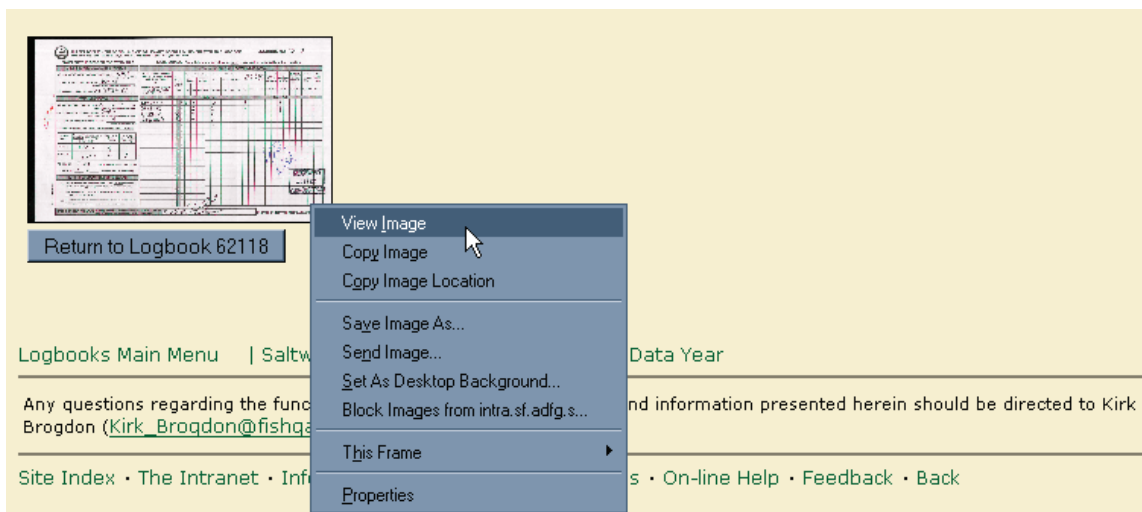
General Trip Information														
Logbook Number	Page Number	Total Clients	Salmon Stat Area					Bottom Stat Area		Log Date	Day	Total Days	Page	Total Pages
	24	4	113312					113210		05/14/2006	1	1	1	1

Angler Harvest Data																								
License	Residency	King				Other					Halibut		Lingcod		Pelagic Rockfish		Yelloweye Rockfish		Non Pelagic Rockfish		Salmon Shark		Other	
		28" + Kept	28" + Rel	< 28" Kept	< 28" Rel	Coho Kept	Coho Rel	Sock Kept	Pink Kept	Chum Kept	Kept	Rel	Kept	Rel	Kept	Rel	Kept	Rel	Kept	Rel	Kept	Rel		
	N	1	2			2					1						1							
	N	1	2			2					1						1							
	N	1	2			2					1													
	N	1	2			2																		

[Next](#)
[Display Image](#)

[Logbooks Main Menu](#) | [Saltwater](#) | [Freshwater](#) | [Change Data Year](#)

If the image is minimized, right click on it and select ‘View Image’:



And the full image will appear:

Alaska Department of Fish & Game
2012 Freshwater Sport Fish Trip Logbook
RETURN TO: 333 RASPBERRY ROAD, ANCHORAGE, AK 99518-1555 • QUESTIONS: (907) 267-2369

RECEIVED ADF&G JUN 18 2012

LOGBOOK NO. 1

TRIP INFORMATION

2012 ADF&G GUIDE LICENSE #:

DATE FISHED: 6 08, 2012
(Month) (Day)

BIG RIVER L.
RIVER / STREAM / LAKE (SPECIFY)

N0125
SITE CODE (REFER TO SITE CODE LIST)

PAGE NO. 1 OF 1

TOTAL NO. OF PAGES FOR THIS TRIP 1

* WRITE IN OTHER SPECIES HERE

Angler Residency: Resident Nonresident

Sport Fish License Number of each Client, Nonpaying angler, and Crew THAT FISHED
AND
Record all those anglers under 16 as "Youth Angler" (YA1, YA2etc.)

YA 1

Angler	Resident	Nonresident	Youth Angler	SALMON		TROUT				OTHER				
				Kept	Released	Kept	Released	Kept	Released	Kept	Released			
R	N			X	C	K		3		KEPT				
R	N			X	C	K		3		RELEASED				
R	N			X	C	K		2		RELEASED				
R	N			X	C	K		3		RELEASED				
R	N			X	C	K		3		RELEASED				
R	N			X	C	K				RELEASED				
R	N			X	C	K				RELEASED				
R	N			X	C	K				RELEASED				
R	N			X	C	K				RELEASED				

CERTIFICATION: I certify that the information provided herein is accurate and true. Falsification or omission of information on this form is punishable under AS 11.56.210(a) and 5 AAC 75.076.

CONTINUE ON NEXT PAGE IF MORE THAN 6 ANGLERS. CHECK IF TRUE: INFORMATION IS CONTINUED ON NEXT PAGE: ☐

APPENDIX E.
LOGBOOK DATABASE STRUCTURE

Appendix E1.-Logbook database structure.

The Slogbooks table holds all of the Saltwater Logbook check out information for all years since 2005. The sb_LicNum must contain a valid Guides.gu_LicNum value for the relative data year in order for any entries to be made to the table. A valid logbook number entry

sLogbooks			
	Column Name	Condensed Type	Description
?	sb_id	int	Unique record identifier
	sb_LogBookNum	int	Logbook number - first number should relate to year
	sb_IssueNumber	int	Series number if multiple logbooks are issued for a vessel
	sb_IssuedTo	varchar(50)	Person the logbook is physically issued to
	sb_LicNum	int	SF Guide License number for business
	sb_IsVessel	bit	Bit flag indicating if a vessel is used
	sb_VesselID	varchar(20)	State Vessel ID (AK Number)
	sb_VesselName	varchar(30)	Vessel Name
	sb_VesselInfo	varchar(30)	Other vessel information -make, model, etc
	sb_HomePort	varchar(30)	Port that the vessel normally off loads at
	sb_DeptRep	varchar(50)	ADFG Department representative
	sb_AreaOffice	varchar(20)	ADFG Office that distributed the logbook
	sb_IssueDate	smalldatetime	Date of Issue
	sb_Comments	text	Misc comments
	sb_Keyid	varchar(15)	User ID of data entry person
	sb_Keydate	smalldatetime	Date keyed into the system
	sb_DataYear	int	Fishing data year that the logbook applies to
	sb_LastUpdateID	varchar(15)	User ID of person to make the most recent change to the logbook record
	sb_LastUpdate	smalldatetime	Date of most recent change to the logbook record
	sb_IsInactive	bit	Bit flag indicating that the operator notified ADFG that the vessel will not be active after all

Appendix E1.-Page 2 of 6.

All logtrip entries are entered into the Slogtrips table during the season. Prior to 2006, species harvest values were aggregated at the trip level which is why you see columns related to harvest. These are for historic (2005) purposes - 2006 and later record harvest at the angler level (SAnglerHarvest) and only trip specific information (stat area, port, date, etc) are recorded in SlogTrips.
A Logbook Number must exist in Slogbooks table for any entries to occur.

sLogTrips			
Column Name	Condensed Type	Description	
sl_Id	int	Unique ID assigned by SQL when added	
sl_LogBookNum	int	Unique printed Logbook number from the upper right hand side	
sl_LogPageNum	int	Printed number on bottom right of log sheet	
sl_LogDate	smalldatetime	Date of trip as entered on the Log sheet	
sl_LicNum	int	Guide License Number	
sl_PortSite	varchar(30)	Port site of unloading. Entries should match GDLog_Rpts.dbo.Ports entries but can be over ridden	
sl_TCClient	int	Total Clients on Ship	
sl_RClient	int	Number of Resident Clients that fished	
sl_NClient	int	Non-Resident clients that fished	
sl_Crew	int	Number of Crew members that fished	
sl_PrimeSalm	int	Primary Salmon Fishing Stat Area. Entries should match GDLog_Rpts.dbo.Fisharea entries but can be over ridden.	
sl_RodSalm	int	Number of rods used Salmon Fishing	
sl_HrsSalm	decimal(5, 2)	Number of Hours spent targeting Salmon	
sl_DayNum	int	Day number of the Trip	
sl_TotalDays	int	Total Days that this trip has been fishing	
sl_PageNum	int	Page number of the total pages used to record this trip	
sl_TotalPages	int	The total number of pages used for this trip - has nothing to do with the actual page number printed on the sheet	
sl_KingLKept	int	Number of Large King Salmon Kept	
sl_KingLRel	int	Number of Large King Salmon Released	
sl_KingSKept	int	Number of Small King Salmon Kept	
sl_KingSRel	int	Number of Small King Salmon Released	
sl_CohoKept	int	Number of Coho Salmon Kept	
sl_CohoRel	int	Number of Coho Salmon Released	
sl_SockKept	int	Number of Sockeye Salmon kept	
sl_PinkKept	int	Number of Pink Salmon Kept	
sl_ChumKept	int	Number of Chum Salmon Kept	
sl_PrimeBott	int	Primary Bottomfish Stat Area. Entries should match GDLog_Rpts.dbo.Fisharea entries but can be over ridden.	
sl_RodBott	int	Number of rods used Bottom Fishing	
sl_HrsBott	decimal(5, 2)	Number of Hours spent tageting Bottom Fish	
sl_PRockKept	int	Number of Pelagic Rockfish Kept	
sl_PRockRel	int	Number of Pelagic Rockfish Released	
sl_ORockKept	int	Number of Non Pelagic Rockfish Kept	
sl_ORockRel	int	Number of Non Pelagic Rockfish Released	
sl_LingKept	int	Number of Ling Cod Kept	
sl_LingRel	int	Number of Ling Cods Released	
sl_SharkKept	int	Number of Salmon Sharks Kept	
sl_SharkRel	int	Number of Salmon Sharks Released	
sl_Comments	text	Misc User Comments	
sl_keyId	varchar(15)	User ID of person who entered the original into the DB	
sl_keydate	smalldatetime	Date the record was keyed by DE	
sl_DateRcvd	smalldatetime	Date the page was received in Data Entry	
sl_LastUpdateId	varchar(15)	User ID of last person to make an update	
sl_LastUpdate	smalldatetime	Date stamp of last update	
sl_FirstForm	bit	Bit flag for identifying the first form fished	
sl_LastForm	bit	Bit flag for identifying the last form fished	
sl_Processed	bit	Bit flag for processing identification	
sl_DataYear	int	Data Year that the logbook was issued for and data collected	

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Beginning in 2006, Harvest data is collected at the individual angler level. Table SAnglerHarvest holds the harvest data for each angler and must have a valid SLogTrips.sl_Id value (sa_TripId) before any data can be entered. For any trip aggregations needed use the SAnglerHarvest.sa_TripId = SLogTrips.sl_Id join statement.

SAnglerHarvest			
	Column Name	Condensed Type	Description
?	sa_Id	int	Unique record identifier
	sa_TripId	int	Trip Id - Foreign Key relationship to SLogTrips table
	sa_LicNum	char(7)	Client or Crew sport fishing license number
	sa_IsRCClient	bit	Bit flag indicating that client is a resident
	sa_IsNClient	bit	Bit flag indicating that client is Not a resident
	sa_IsCrew	bit	Bit flag indicating that angler is a crew member
	sa_IsUnknown	bit	Bit flag indicating that client residency or type was not recorded on the log trip form
	sa_KingLKept	int	Number of Large King Salmon caught and kept by this angler
	sa_KingLRel	int	Number of Large King Salmon released by this angler
	sa_KingSKept	int	Number of Small King Salmon caught and kept by this angler
	sa_KingSRel	int	Number of Small King Salmon released by this angler
	sa_CohoKept	int	Number of Coho Salmon caught and kept by this angler
	sa_CohoRel	int	Number of Coho Salmon released by this angler
	sa_SockKept	int	Number of Sockeye Salmon caught and kept by this angler
	sa_PinkKept	int	Number of Pink Salmon caught and kept by this angler
	sa_ChumKept	int	Number of Large Chum caught and kept by this angler
	sa_HalKept	int	Number of Halibut caught and kept by this angler
	sa_HalRel	int	Number of Halibut released by this angler
	sa_LingKept	int	Number of Ling Cod caught and kept by this angler
	sa_LingRel	int	Number of Ling Cod released by this angler
	sa_PRockKept	int	Number of Pelagic Rockfish caught and kept by this angler
	sa_PRockRel	int	Number of Pelagic Rockfish released by this angler
	sa_YRockKept	int	Number of Yelloweye Rockfish caught and kept by this angler
	sa_YRockRel	int	Number of Yelloweye Rockfish released by this angler
	sa_ORockKept	int	Number of other Rockfish caught and kept by this angler
	sa_ORockRel	int	Number of Other Rockfish released by this angler
	sa_SharkKept	int	Number of Salmon Shark caught and kept by this angler
	sa_SharkRel	int	Number of Salmon Shark released by this angler
	sa_OtherKept	int	Number of Other species not listed kept
	sa_Comments	text	Misc comments
	sa_keyId	varchar(15)	User ID of Data entry person
	sa_keydate	smalldatetime	Date and time that entry was added
	sa_LastUpdateId	varchar(15)	User ID of the last person to make a change
	sa_LastUpdate	smalldatetime	Date of last update to the recoe
	sa_Processed	bit	Bit flag for processing - not currently used
	sa_DataYear	int	Year that the angler harvest occurred in

Appendix E1.–Page 4 of 6.

All trip records are copied into a distinct table for the specific year (always named with the format SLogTripsYYYYC). This table is referred to as the 'Corrected Trips' table and all Data analysis is run against it and any changes made trigger a write to the Changelog table.

slogTrips2006C			
Column Name	Condensed Type	Description	
slc_Id	int	Unique record ID taken directly from Slogtrips	
slc_LogBookNum	int	Logbook number	
slc_LogPageNum	int	Logbook page number as printed in the lower right corner	
slc_LogDate	smalldatetime	Date the trip occurred	
slc_LicNum	int	License number of the primary guide	
slc_PortSite	varchar(30)	Port Site of off loading	
slc_TClient	int	Total number of clients	
slc_PrimeSalm	int	Primary stat area where Salmon was the principal target	
slc_RodSalm	int	Number of rods used targeting salmon	
slc_HrsSalm	decimal(5, 2)	Number of hours spend targeting salmon	
slc_PrimeBott	int	Primary stat area where Bottomfish was the principal target	
slc_RodBott	int	Number of rods used targeting bottomfish	
slc_HrsBott	decimal(5, 2)	Number of hours spent targeting bottomfish	
slc_DayNum	int	Day number of the trip - used for multi day trips	
slc_TotalDays	int	Total number of days for the trip	
slc_PageNum	int	Page of the total number of pages used to record this trip	
slc_TotalPages	int	Total number of pages used to record this one trip	
slc_Comments	text	Misc comments	
slc_DataYear	int	Year in which the activity took place	

Appendix E1.–Page 5 of 6.

All angler harvest records are copied into a distinct table for the specific year (always named with the format SAnglerHarvestYYYYC). This table is referred to as the 'Corrected Angler Harvest' table and all Data analysis is run against it and any changes made trigger a write to the Changelog table.

sAnglerHarvest2006C		
Column Name	Condensed Type	Description
sac_Id	int	Unique record identifier taken from slogtrips table
sac_TripId	int	Trip Id - Foreign Key relationship to SlogTripsXXXXC table
sac_LicNum	char(7)	Client or Crew sport fishing license number
sac_IsRCient	bit	Bit flag indicating that client is a resident
sac_IsNCient	bit	Bit flag indicating that client is Not a resident
sac_IsCrew	bit	Bit flag indicating that angler is a crew member
sac_IsUnknown	bit	Bit flag indicating that client residency or type was not recorded on the log trip form
sac_KingLKept	int	Number of Large King Salmon caught and kept by this angler
sac_KingLRel	int	Number of Large King Salmon released by this angler
sac_KingSKept	int	Number of Small King Salmon caught and kept by this angler
sac_KingSRel	int	Number of Small King Salmon released by this angler
sac_CohoKept	int	Number of Coho Salmon caught and kept by this angler
sac_CohoRel	int	Number of Coho Salmon released by this angler
sac_SockKept	int	Number of Sockeye Salmon caught and kept by this angler
sac_PinkKept	int	Number of Pink Salmon caught and kept by this angler
sac_ChumKept	int	Number of Chum Salmon caught and kept by this angler
sac_HalKept	int	Number of Halibut caught and kept by this angler
sac_HalRel	int	Number of Halibut released by this angler
sac_LingKept	int	Number of Ling Cod caught and kept by this angler
sac_LingRel	int	Number of Ling Cod released by this angler
sac_PRockKept	int	Number of Pelagic Rockfish caught and kept by this angler
sac_PRockRel	int	Number of Pelagic Rockfish released by this angler
sac_YRockKept	int	Number of Yelloweye Rockfish caught and kept by this angler
sac_YRockRel	int	Number of Yelloweye Rockfish released by this angler
sac_ORockKept	int	Number of other Rockfish caught and kept by this angler
sac_ORockRel	int	Number of Other Rockfish released by this angler
sac_SharkKept	int	Number of Salmon Shark caught and kept by this angler
sac_SharkRel	int	Number of Salmon Shark released by this angler
sac_OtherKept	int	Number of Other species not listed kept
sac_Comments	text	Misc comments
sac_DataYear	int	Year that the angler harvest occurred in

Appendix E1.–Page 6 of 6.

The SWSurveys table holds harvest information received from the post season angler survey. It is used by Research Analysts to verify the accuracy of the Logbook reporting program

SWSurveys			
	Column Name	Condensed Type	Description
?	ss_Id	int	Unique Record ID
	ss_LicNum	varchar(7)	Angler Sportfish License Number
	ss_IsUndeliverable	bit	
	ss_IsGuided	bit	Bit Flag showing if Angler acknowledges using a hired charter service
	ss_IsMultiTrip	bit	Bit flag showing that they hired a charter service for more than one trip
	ss_TripDate	smalldatetime	Date of last trip taken
	ss_BusinessName	varchar(80)	Name of Charter Service
	ss_VesselName	varchar(30)	Name of chartered vessel
	ss_HalKept	int	Number of Halibut Kept
	ss_HalRel	int	Number of Halibut Released
	ss_KingKept	int	Number of King Salmon kept - includes large of small
	ss_KingRel	int	Number of King Salmon Released
	ss_RockKept	int	Number of Rockfish Kept
	ss_RockRel	int	Number of Rockfish released
	ss_OtherKept	int	Number of Other species kept
	ss_OtherRel	int	Number of other species released
	ss_OtherDesc	varchar(30)	Description of Other species kept or released
	ss_Comments	text	General comments
	ss_KeyId	varchar(20)	Key ID of data entry person adding this record
	ss_KeyDate	smalldatetime	Date that the survey was keyed into the system
	ss_LastUpdateId	varchar(20)	Key ID of last person to edit this record
	ss_LastUpdate	smalldatetime	Date of last edit to this record
	ss_Mailing	int	Survey mailing number
	ss_DateRcvd	smalldatetime	Date completed survey received by RTS
	ss_DataYear	int	Fishing year that the survey applies to

The Changelog table holds the old and new values of any records changed by Research analysts as they are cleansing the data in the Corrected tables.

ChangeLog			
	Column Name	Condensed Type	Description
?	id	int	Unique record identifier set by SQL Server
	recid	int	Unique identifier for the record of the associated table record
	oldValue	varchar(50)	Value as it was prior to the change
	newValue	varchar(50)	New value of the associated data element
	fieldName	varchar(50)	Name of the data field that has had the change
	tableName	varchar(50)	Name of the table that has had the change
	changeDate	smalldatetime	Date and time that the change took place
	keyId	varchar(50)	User ID that made the change
	dataYear	int	Data year - so that changelogs can be easily stripped out for archiving purposes